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MEMORANDUM

TO: Children's Behavioral Health Providers

FROM: The Office of Child and Family Services

DATE: April 10, 2020

SUBJECT: Changes to Reportable Events Related to the COVID-19 State of Emergency

SUBJECT TO CHANGE AS OCFS RESPONDS TO RAPIDLY CHANGING ENVIRONMENTAL CONDITIONS

Due to the COVID-19 State of Civil Emergency, the Office of Child and Family Services has made a temporary addition to Reportable Events. From now until the end of the State of Emergency, all providers reporting Reportable Events will need to choose the 'COVID-19' selection from the dropdown under the Dangerous Situation category IF the Reportable Event is related to the COVID-19 emergency. This will be in addition to any other appropriate categories/selections specific to the Reportable Event. Please describe the connection to COVID-19 in the narrative box and follow up with outcome, i.e. if a client was taken to the Emergency Department to be tested, what is the outcome of the test. The timeframes for entering Reportable Events will not change. All reports are expected to be submitted within 24 hours excluding the events that require 4-hour notification. Please refer to the Reportable Events Matrix at:

<https://www.maine.gov/dhhs/ocfs/cbhs/provider/reportable-events.shtml>

This guidance does not relieve any other Reportable Events requirement.

For questions, please reach out to Lana Pelletier, Reportable Events Coordinator at 207-624-5391 or lane.pelletier@maine.gov.